

State of Michigan
Department of Civil Service
BUREAU OF HUMAN RESOURCE SERVICES
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IT ANALYST/SPECIALIST/MANAGER EXIT INTERVIEW SUMMARY

For All Voluntary Departures from positions in the Information Technology Analyst/ Specialist/ Manager Pilot Program

The appointing authority or designated representative shall ensure that this form is completed by the departing employee and returned using the mail, fax, or e-mail address above.

Department/Agency (Process Level)	Date	Work Location
Name	Position Code	Employee Identification Number
Classification (Core Position Title)	Job Code	

What reason(s) do you have for leaving? (Check all that apply.)

- ☐ Work Location
- ☐ Management Style
- ☐ Work Environment
- ☐ Insufficient Benefits
- ☐ Travel Requirements

Lack of:

- ☐ Pay
- ☐ Perks/Bonuses
- ☐ Flexible Schedule
- ☐ Challenging Projects
- ☐ Variety of Assignments
- ☐ Promotion/Career Advancement

- ☐ Other (If other, explain below under "Additional Comments.")

Additional Comments:

What does your new employer/position provide that is lacking in your current position?

What is the name of your new employer?

What is the title (classification, if state position) of your new position?

How do the following compare with the position you are leaving?

Salary

- ☐ Less
- ☐ Comparable
- ☐ More

Benefits

- ☐ Less
- ☐ Comparable
- ☐ More

Did your new employer offer an incentive to accept the position?

- ☐ Yes (Explain below under "Comments.")
- ☐ No

Comments:

What would be necessary for you to remain an employee with the state of Michigan (if leaving state employment)?